

**CITY OF EL PASO, TEXAS
REQUEST FOR COUNCIL ACTION (RCA)**

DEPARTMENT: Purchasing Department

AGENDA DATE: December 7, 2004

CONTACT PERSON/PHONE: Byron E. Johnson, C.P.M. - Director of Purchasing, 541-4308

DISTRICT(S) AFFECTED: 3

SUBJECT:

This item is to approve the award of Solicitation 2004-235, titled "Cleaning Supplies, Millicare (Firm, Fixed-Price)" at specified unit prices, for the Department of Aviation in the amount of \$110,000.00. The Contract shall be for Twenty-Four (24) Months.

BACKGROUND / DISCUSSION:

The bid was to provide Millicare Cleaning Supplies to be used for cleaning and maintaining the Airport's carpet areas in a clean, safe and sanitary condition; and to maintain the Airport's overall condition. Thereby, upholding the image of El Paso as a whole. All items will be purchased on an as needed basis. The contract will establish a fixed, firm-price for various Millicare Cleaning Supplies required for the Airport's carpet.

Only Millicare Cleaning Supplies or products approved for use on the Airport's carpet by Millicare are acceptable for award since the merchandise required is to be bought by brand name to sustain warranty support under Warranty Requirements. Warranty support is the overriding consideration and such support can only be achieved through the purchase of these singularly unique products. This same support is not available for other suitable brands and the use of other brands will void the warranty on the Airport's carpet.

PRIOR COUNCIL ACTION:

None.

AMOUNT AND SOURCE OF FUNDING:

The funding to be used for the purchase is Airport Operating Funds. Funding is available in 62620003 - 503121.

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____

FINANCE: (if required) _____

DEPARTMENT HEAD: _____

(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA: _____

CITY MANAGER: _____

DATE: _____

DATE: November 29, 2004
TO: Municipal Clerk
FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313
THRU: Aurora Wells
Bid Clerk ext. 4038



Please place the following item on the **CONSENT** agenda for the Council Meeting of **DECEMBER 7, 2004**.

Item should read as follows:

Solicitation No. 2004-235 Cleaning Supplies, Millicare (Firm, Fixed-Price)
Award to: Facilities Connection, A HB/PZH Company
 El Paso, Texas
Item (s): All
Amount: \$110,000.00

Department: Department of Aviation
Funds available: 62620003-503121
Funding source: Airport Operating Funds
Total award: \$110,000.00
District (s): 3

The Department of Aviation and the Purchasing Department recommend award as indicated. They are the sole responsive offer that was received.

This is a twenty-four (24) month requirements-type Contract for a "Cleaning Supplies, Millicare (Firm, Fixed-Price)".

Vendor offers the City the option of extending the term of the contract for Twenty-Four (24) additional months utilizing the same pricing structure, if the option is exercised within Two (2) Years from the date of award of the contract. No prompt payment discount is offered.

The Contract will officially begin at 12:01 A.M., December 15, 2004.

Contact person: Enrique Acosta Jr., Procurement Analyst at 541-4267.

AGENDA FOR: **DECEMBER 7, 2004**

PROJECT FORM

DATE: November 24, 2004

PROJECT: Cleaning Supplies, Millicare (Firm, Fixed-Price)
BID NO: 2004-235 DEPARTMENT: Department of Aviation
BUDGET NO: 62620003 – 503121
FUNDING SOURCE: Airport Operating Funds
REPRESENTATIVE DISTRICT(S): 3

RECOMMENDATION: VENDOR : Facilities Connection,
A HB/PZH Company
El Paso, Texas
ITEM(S): All
AMOUNT: \$110,000.00

The Department of Aviation and the Purchasing Department recommend award as indicated. They are the sole responsive offer that was received.

This is a twenty-four (24) month requirements-type Contract for a "Cleaning Supplies, Millicare (Firm, Fixed-Price)".

Vendor offers the City the option of extending the term of the contract for Twenty-Four (24) additional months utilizing the same pricing structure, if the option is exercised within Two (2) Years from the date of award of the contract. No prompt payment discount is offered.

The Contract will officially begin at 12:01 A.M., December 15, 2004.

BIDS SOLICITED- 17____
BIDS RECEIVED- 01____
"NO BID" RECEIVED- 03____

CURRENT TAXED PAID- _____
OUT-OF-TOWN-- _____

TOTAL RECOMMENDED AWARD: \$110,000.00

COUNCIL APPROVED ☐ REJECTED ☐ MUNICIPAL CLERK _____

APPROVED:

COUNCIL:
MEETING DATE-December 7, 2004


Byron E. Johnson, C.P.M.
Director of Purchasing

MEMORANDUM

DATE: November 24, 2004
TO: The Contract File
PREPARED BY: Enrique Acosta Jr.
SUBJECT: Request Sole Bid Contract Award;
Bid No. 2004-235 "Cleaning Supplies, Millicare (Firm, Fixed-Price)"

Summary

In accordance with State of Texas bidding requirements, formal bids were obtained for this requirement. The solicitation when awarded will establish a contract for a "Cleaning Supplies, Millicare (Firm, Fixed-Price)" for the Department of Aviation. The sole bid submitted is being recommended for this contract.

Background Information

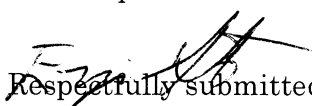
In July 2004, formal bids were requested from seventeen companies/bidders in accordance with State of Texas bidding requirements. This solicitation was listed on the City's Internet web page and advertised in the El Paso Times (published July 13, 2004, and July 20, 2004). Bid packages were provided to a standard list of various contractor organizations, builder's exchanges and disadvantaged business organizations, for example, the Contract Opportunity Center and the Hispanic Chamber of Commerce.

One bid was received from Facilities Connection, a HB/PZH Company. Facilities Connection supplies Millicare Cleaning Supplies products; they are the sole distributor in the area for these products.

A number of vendors that did not bid this requirement submitted details as to why they did not respond. In a faxed response, Baron Chemical Company from El Paso stated, "Product is a 'Franchised' Item sold by another distributor in El Paso". In a letter from Laun-Dry Supply Company, Inc., the City's account manager stated, "This is a single source product line and we are ~~unable to bid~~ on these items, however we thank you for the opportunity to bid". Central Poly Corporation submitted a letter which stated, "...Item(s) or materials not (X) manufactured...".

Millicare Commercial Carpet Care in a telephone call stated that their products are offered through franchisers.

Airport staff has evaluated the sole bid submitted and recommends the sole bid. This sole bid will provide the requisite items required by the Department of Aviation.


Respectfully submitted,
Enrique Acosta Jr.
Procurement Analyst

CITY OF EL PASO BID TABULATION

| | | | | | | | | | | |
|---|---------------------------|---|--|---------------------------|---------------------------|-----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| BID ITEM: CLEANING SUPPLIES, MILLICARE (FIRM, FIXED-PRICE) | | | | | | BID # 2004-235 | | | | |
| BID DATE: AUGUST 11, 2004 | | | | | | DEPARTMENT: AVIATION | | | | |
| | | | FACILITIES CONNECTION A HB/PZH COMPANY EL PASO, TX | | | | | | | |
| ITEM | ANN. EST. QTY. | DESCRIPTION | UNIT PRICE | EXTENDED PRICE | UNIT PRICE | EXTENDED PRICE | UNIT PRICE | EXTENDED PRICE | UNIT PRICE | EXTENDED PRICE |
| 1. | 75 GALLONS | CARPET PRE-SPRAY MILLICARE™ Designed to directly work with Dry Carpet Cleaner. Soil Pre-Mist Concentrate AS with anti-static additives. Dilution Ratio: _____ ounce solution per gallon of water. 5 Gallon Pail | \$67.60 /EACH GALLON 16 THIS IS NO LONGER AVAILABLE. IT WAS REPLACED BY PRE-MIST NXT. | \$5,070.00 | \$0.00 /EACH GALLON | \$0.00 | \$0.00 /EACH GALLON | \$0.00 | \$0.00 /EACH GALLON | \$0.00 |
| MILLICARE™ STOCK NUMBER | | | 590505 | | | | | | | |
| GALLONS PER PAIL | | | 5 | | | | | | | |
| 2. | 192 BOTTLES | CARPET SPOTTER (A) MILLICARE™ 32 Ounce bottles Liquid Solvent Spotter for Cleaning grease stains. Ready to use. | \$14.54 /EACH BOTTLE | \$2,791.68 | \$0.00 /EACH BOTTLE | \$0.00 | \$0.00 /EACH BOTTLE | \$0.00 | \$0.00 /EACH BOTTLE | \$0.00 |
| MILLICARE™ STOCK NUMBER | | | 590450 | | | | | | | |
| 32 OUNCE BOTTLES PER CASE | | | 12 | | | | | | | |

APPROVED BY:

DATE:

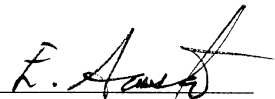
8-30-04

2004-235 CLEANING SUPPLIES-MILLICARE (FIRM, FIXED-PRICE) - DEPARTMENT OF AVIATION

CITY OF EL PASO BID TABULATION

| | | | | | | | | | | |
|---|-------------------|--|--|-------------------|---------------------------|----------------------|---------------------------|-------------------|---------------------------|------------------|
| BID ITEM: CLEANING SUPPLIES, MILLCARE (FIRM, FIXED-PRICE) | | | | | | BID # 2004-235 | | | | |
| BID DATE: AUGUST 11, 2004 | | | | | | DEPARTMENT: AVIATION | | | | |
| | | | FACILITIES CONNECTION A HB/PZH COMPANY EL PASO, TX | | | | | | | |
| ITEM | ANN. EST. QTY. | DESCRIPTION | UNIT PRICE | EXTENDED PRICE | UNIT PRICE | EXTENDED PRICE | UNIT PRICE | EXTENDED PRICE | UNIT PRICE | EXTENDED PRIC |
| 3. | 10 PAILS | PREMIST NXT MILLCARE™ 5 Gallon Pail, #590505 | \$338.00 /EACH PAIL | \$3,380.00 | \$0.00 /EACH PAIL | \$0.00 | \$0.00 /EACH PAIL | \$0.00 | \$0.00 /EACH PAIL | \$0.00 |
| | | | \$67.60 /EACH GALLON | | \$0.00 /EACH GALLON | | \$0.00 /EACH GALLON | | \$0.00 /EACH GALLON | |
| MILLCARE™ STOCK NUMBER | | | 590505 | | | | | | | |
| GALLONS PER PAIL | | | 5 | | | | | | | |
| 4. | 10 PAILS | DETERGENT RESIDUE NEUTRALIZER MILLCARE™ 5 Gallon Pail | \$144.82 /EACH PAIL | \$1,448.20 | \$0.00 /EACH PAIL | \$0.00 | \$0.00 /EACH PAIL | \$0.00 | \$0.00 /EACH PAIL | \$0.00 |
| | | | \$28.96 /EACH GALLON | | \$0.00 /EACH GALLON | | \$0.00 /EACH GALLON | | \$0.00 /EACH GALLON | |
| MILLCARE™ STOCK NUMBER | | | 590592 | | | | | | | |
| GALLONS PER PAIL | | | 5 | | | | | | | |

APPROVED BY:



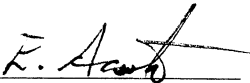
DATE: 8-30-04

2004-235 CLEANING SUPPLIES-MILLCARE (FIRM, FIXED-PRICE) - DEPARTMENT OF AVIATION

CITY OF EL PASO BID TABULATION

| BID ITEM: CLEANING SUPPLIES, MILLCARE (FIRM, FIXED-PRICE) | | | | | BID # 2004-235 | | | | | |
|---|-------------------|---|--|-------------------|---|-------------------|---|-------------------|---|-------------------|
| BID DATE: AUGUST 11, 2004 | | | | | DEPARTMENT: AVIATION | | | | | |
| | | | FACILITIES CONNECTION A HB/PZH COMPANY EL PASO, TX | | | | | | | |
| ITEM | ANN. EST. QTY. | DESCRIPTION | UNIT PRICE | EXTENDED PRICE | UNIT PRICE | EXTENDED PRICE | UNIT PRICE | EXTENDED PRICE | UNIT PRICE | EXTENDED PRICE |
| 5. | 360 PAILS | DRY CARPET CLEANER MILLCARE™ Contains 40% moisture; water based to emulsify stains (non-toxic and safe to use). Moist, white powder, no added scent. Safe on all fibers. Synthetic, water-based porous polymer, no solvents in formula. Uniform particle size (less than 100 microns in size), high degree of surface area for maximum soil absorption. 25 Pound Pail | \$128.50 /EACH PAIL \$5.14 /EACH POUND | \$46,260.00 | \$0.00 /EACH PAIL \$0.00 /EACH POUND | \$0.00 | \$0.00 /EACH PAIL \$0.00 /EACH POUND | \$0.00 | \$0.00 /EACH PAIL \$0.00 /EACH POUND | \$0.00 |
| MILLCARE™ STOCK NUMBER | | | 590593 | | | | | | | |
| POUNDS PER PAIL | | | 25 | | | | | | | |
| 6. | 25 PAILS | CROWD CONTROL, MILLCARE™ 5 Gallon Pail | (10 LBS. CONTAINER) \$118.00 /EACH POUND \$11.80 /EACH POUND | \$2,950.00 | \$0.00 /EACH PAIL \$0.00 /EACH GALLON | \$0.00 | \$0.00 /EACH PAIL \$0.00 /EACH GALLON | \$0.00 | \$0.00 /EACH PAIL \$0.00 /EACH GALLON | \$0.00 |
| MILLCARE™ STOCK NUMBER | | | 590473 | | | | | | | |
| GALLONS PER PAIL | | | 10 LBS. CONTAINER | | | | | | | |

APPROVED BY:



DATE: 8-30-04

2004-235 CLEANING SUPPLIES-MILLCARE (FIRM, FIXED-PRICE) - DEPARTMENT OF AVIATION

CITY OF EL PASO BID TABULATION

| | | | | |
|--|---|---|---|---|
| BID ITEM: CLEANING SUPPLIES, MILLCARE (FIRM, FIXED-PRICE) | | BID # 2004-235 | | |
| BID DATE: AUGUST 11, 2004 | | DEPARTMENT: AVIATION | | |
| | FACILITIES CONNECTION A HB/PZH COMPANY EL PASO, TX | | | |
| <p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p> <p>TWELVE ADDITIONAL MONTHS UTILIZING THE SAME PRICING, STRUCTURE, IF THE OPTION IS EXERCISED WITHIN:</p> <p>TWENTY-FOUR ADDITIONAL MONTHS UTILIZING THE SAME PRICING STRUCTURE, IF THE OPTION IS EXERCISED WITHIN:</p> <p>A. ONE YEAR FROM DATE OF AWARD OF THE CONTRACT.</p> <p>B. TWO YEARS FROM DATE OF AWARD OF THE CONTRACT.</p> <p>C. NO OPTION OFFERED.</p> | <div style="margin-bottom: 20px;"><input type="checkbox"/></div> <div style="margin-bottom: 20px;"><input checked="" type="checkbox"/></div> <div> YES <input type="checkbox"/> NO <input type="checkbox"/> </div> <div> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> </div> <div> <input type="checkbox"/> </div> | <div style="margin-bottom: 20px;"><input type="checkbox"/></div> <div style="margin-bottom: 20px;"><input type="checkbox"/></div> <div> YES <input type="checkbox"/> NO <input type="checkbox"/> </div> <div> YES <input type="checkbox"/> NO <input type="checkbox"/> </div> <div> <input type="checkbox"/> </div> | <div style="margin-bottom: 20px;"><input type="checkbox"/></div> <div style="margin-bottom: 20px;"><input type="checkbox"/></div> <div> YES <input type="checkbox"/> NO <input type="checkbox"/> </div> <div> YES <input type="checkbox"/> NO <input type="checkbox"/> </div> <div> <input type="checkbox"/> </div> | <div style="margin-bottom: 20px;"><input type="checkbox"/></div> <div style="margin-bottom: 20px;"><input type="checkbox"/></div> <div> YES <input type="checkbox"/> NO <input type="checkbox"/> </div> <div> YES <input type="checkbox"/> NO <input type="checkbox"/> </div> <div> <input type="checkbox"/> </div> |

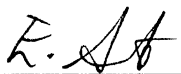
APPROVED BY: *E. A. A.*

DATE: 8-30-04

2004-235 CLEANING SUPPLIES-MILLCARE (FIRM, FIXED-PRICE) - DEPARTMENT OF AVIATION

CITY OF EL PASO BID TABULATION

| | | | | |
|--|--|-----------------------------|----------------------|------------------|
| BID ITEM: CLEANING SUPPLIES, MILLICARE (FIRM, FIXED-PRICE) | | BID # 2004-235 | | |
| BID DATE: AUGUST 11, 2004 | | DEPARTMENT: AVIATION | | |
| | FACILITIES CONNECTION A HB/PZH COMPANY EL PASO, TX | | | |
| PAYMENT TERMS: | NET - 30 DAYS | | | |
| BIDDER'S PROMISED DELIVERY: On or before _____ BUSINESS DAYS after the date of receipt, by the contractor, of a written notice of award, or _____ CONSECUTIVE HOURS after receipt of a verbal order for urgently required goods or services. | 10 BUSINESS DAYS <hr style="border-top: 1px dashed black;"/> 48 CONSECUTIVE HOURS | | | |
| IF BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED DELIVERY SHALL PREVAIL. A DELIVERY DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY BE CAUSE FOR THE REJECTION OF OFFER. | | | | |
| BIDS SOLICITED: 17 | | BIDS RECEIVED: 1 | BIDS LOCAL: 7 | NO BID: 2 |

APPROVED BY: 

DATE: 8-30-04

2004-235 CLEANING SUPPLIES-MILLCARE (FIRM, FIXED-PRICE) - DEPARTMENT OF AVIATION

REGAL SUPPLY & CHEMICAL
SAL MARTINEZ
1801 TX STREET
EL PASO TX 79901

MILLCARE OF CENTRAL &
SOUTH TX
5602 RANDOLPH BLVD SUITE 1
SAN ANTONIO TX 78233

MILLCARE ENVIRONMENTAL
SERVICE
8008 CEDAR SPRINGS RD
DALLAS TX

ANK
AL-PTS

FACILITIES CONNECTION (HUB)
DAVID R BRANCH
240 EAST SUNSET ROAD
EL PASO TX 79922

EL PASO SUPPLY (HUB)
PO BOX 960098
EL PASO TX 79996 0098

CORPORATE FLOORS
1702 MINTERS CHAPEL ROAD
SUITE 102
GRAPEVINE TX 76051

BARON CHEMICAL COMPANY
OSCAR FATUCH
817 TX AVENUE
EL PASO TX 79901

ATTN: WOLF
STAR POLY BAG INC.
94 N. 13TH STREET
BROOKLYN, NY 11211

Central Poly Corp.
P.O. Box 4094
Linden, NJ 07036

No Bid

ATTN: DONNA BROWN
STANDARD RESTAURANT SUPPLY
5675 S. VALLEY VIEW
LAS VEGAS, NV 89118

ATTN: DON
UNIVERSAL SUPPLIES
11233 REDHAWK
EL PASO, TX 79936

LONGHORD DISTRIBUTING
ATTN: LOREN HODGES
5516 E. PAISANO DR.
EL PASO, TX 79905

ATTN: KENNETH BOYLE
UNIPAK CORP.
P. O. BOX 300027
BROOKLYN, NY 11230-0027

BLUEBONNET SALES & MARKETING
ATTN: HENRY R. GREENBERG
101 COVENTRY LANE
TERRELL HILLS, TX 78209

ATTN: LAURIE MELNICK
PRIME VENDOR INC.
4608 CEDAR AVENUE SUITE 106
WILMINGTON, NC 28403

ALEXIS DISTRIBUTION
ATTN: RODNEY DAVIS
820 ALAMEDA
ALTADENA, CA 91001

DAVID DE LA MORA
DBA MORACO INDUSTRIAL
2655 N. YARBROUGH DR. #106
EL PASO, TX 79925

BID INFORMATION SERVICE
(ALL BIDS ARE ADVERTISED)

BID NET PROCESSING CENTER
PO BOX 5600
ALBANY, NY 12205

GREATER EL PASO CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX 79901

EL PASO HISPANIC CHAMBER OF COMMERCE
2829 MONTANA AVE, B-100
EL PASO, TX 79903

EL PASO TIMES NEWSPAPER
CLASSIFIED/LEGAL SECTION
PO BOX 20
EL PASO, TX 79999

CONTRACT OPPORTUNITY CENTER
4791 N. MESA
EL PASO, TX 79902

SAM'S CLUB
7970 NORTH MESA
EL PASO, TX 79932

SUBCONTRACTORS ASSOCIATION
PO BOX 3612
EL PASO, TX 79923

COMMERCE BUSINESS WEEKLY
2626 NORTHEAST #103
EL PASO, TX 79902

BLACK CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX 79901